

Employee Benefits Consent Campaign: Through March 24, 2016

Benefit-eligible State, school district, charter school and higher education employees (with the exception of the University of Delaware) currently enrolled in a State of Delaware health plan administered by Aetna or Highmark Delaware, who complete the steps outlined in the “Call To Action” section below through March 24, 2016 will:

- Receive their 2016 Open Enrollment (OE) materials (i.e., consumer brochure, health plan rate sheet, list of health fairs), [notices](#) and other benefits information online (via email notification through an SBO e-Newsletter) rather than through U.S. mail. **Did you know? – In 2015, the State of Delaware spent over \$100,000 on member packet mailings for Open Enrollment.** Viewing these documents online is convenient, reduces unnecessary paper and saves money in printing and postage.

AND

- Be entered into a random prize drawing to **win an iPad Mini or a \$50 Amazon gift card.**

Please note: Employees who have already consented (anytime from 2015 through March 24, 2016) will be included in the random prize drawing. No action is required if you have consented, as your consent will remain in effect and apply to all future benefits information released by the Statewide Benefits Office unless you withdraw your consent to receive benefits information online.

Call To Action



Access Employee Self-Service at <http://www.employeeselfservice.omb.delaware.gov/>

For questions regarding Employee Self-Service navigation or password resets, please email ePay_Security@state.de.us or call 1-866-751-7833.

Complete these two simple steps using the Navigation below:

1. Consent to receive your Open Enrollment materials, notices and other benefits information online

Navigation to consent to receive your OE materials and notices online:

Main Menu → Self-Service → Benefits → Benefits Notices Consent

AND

2. Confirm your personal contact information – Make updates as needed

Navigation to verify or update your personal information in Employee Self-Service:

Main Menu → Self-Service → Personal Information → Home and Mailing Addresses

Main Menu → Self-Service → Personal Information → Phone Numbers

Main Menu → Self-Service → Personal Information → Email Addresses

View the Employee Benefits Consent Campaign “Frequently Asked Questions” at <http://ben.omb.delaware.gov/communication.shtml> for more details.